

Yth. Pak Lurah ,

Berikut ini cuplikan saya tentang “Appointments” yang bersumber dari LA Record Supplement. 23 Feb. 2001. Vol. 4(05).  
Sebagai masukan ide, mungkin netter yang lain bisa menambahkan.

<b>A. Rujukan dari Luar</b>			
<b>Posisi</b>	<b>Institusi</b>	<b>Jenis Perpus.</b>	<b>Diperlukan keahlian:</b>
Library Manager	Warsash Maritime Centre	Training Centre	(1) Librarianship degree. (2) 2 yrs experience working in lib or inf. Unit. (3) Exp. Of staff supervision (4) Good communication skills (5) Computer literacy (6) Managerial, administrative, team leadership abilities
Information skills training librarian	Bradford Health Community	Hospital	(1) good knowledge of printed and electronic health inf. Resources. (2) Well-developed inf. Retrieval skills. (3) Ability to to teach item (2) to others (4) End User training for staff (5) Search skills and effective exploitation of theinternet. (6) Involved in the development of the library services via extranet facility
Librarian	Dudley Metropolitan Borough Council	County Library	(1) Manager with leadership qualities (2) Powerful grasp of strategic issues (3) Challenges of ICT (4) Effective communicator (5) Good knowledge of the current issues.
Liaison Librarian	Royal Holloway Univ. of London	Univ. Library	(1)a yr experience in academic library (2) train users to exploit printed and electronic inf.

			<p>and promoting services.</p> <p>(3) qualified in Lib/Inf. Sci.</p> <p>(4) have good communication and interpersonal skills.</p> <p>(6) Good organisational and problem-solving skills.</p> <p>(7) Commitment to application of IT</p> <p>(8) Experienced librarian or a recently qualified librarian wishing to charter.</p>
Deputy head of library and information services	Inns of Court School of Law	Legal Training	<p>(1) 2 yrs post-qualification experiences in Academic Lib or Resource centre of legal environment</p> <p>(2) provide a customer-focused service.</p> <p>(3) Good interpersonal and communication skills.</p> <p>(4) Have extensive IT skills</p> <p>(5) Skills in book selection, acquisition, cataloguing, classification, and supervising staff</p> <p>(6) Ability to write and deliver training materials for the use of electronic and printed sources.</p>
Full-Time Librarian	Nottinghamshire country Council	Community services Lib. Arch. & Inf.	<p>(1) interest in reading development and in increased public access to information technology in Pub. Library.</p> <p>(2) (2) skills in enquiry desk work and stock management.</p>
Information and library Resources Manager	English Martyrs RC School, Leicester	School Library	<p>(1) qualified librarian with good ICT skills.</p> <p>(2) Skills in management of the school library.</p>
Librarian	Ernest Bevin College	Academic Library	<p>(1) librarian with excellent IT</p> <p>(2) good in communication.</p> <p>(3) Show a flexible approach to working.</p>
Asst. Manager	Bracknell and Wokingham College	Learning resources centre	<p>(1) Librarian with excellent interpersonal skills</p> <p>(2) Excellent in IT.</p> <p>(3) Understand modern technology.</p> <p>(4) Experience of working with a range of software.</p>

Cataloguer	The Royal Collection of Windsor Castle	Royal Collection	<ul style="list-style-type: none"> <li>(1) postgraduate library qualification</li> <li>(2) Knowledge of AACR2 and indexing conventions</li> <li>(3) Experience in cataloguing</li> <li>(4) Interests in rare books</li> <li>(5) Knowledge of European languages, history, art and genealogy</li> </ul> <p>are desirable as well as accuracy and keyboard skills</p>
Deputy Library and Inf. Service Manager	Ashford and St. Peter's Hospital	Hospital	<ul style="list-style-type: none"> <li>(1) have a high degree of professional skills and expertise and in particular the use of electronic and on on-line services.</li> <li>(2) Skilled at working in a team, possess excellent communication skills.</li> <li>(3) Experience within a health care library environment.</li> </ul>
Ass. Librarian	St Charles Catholic Sixth Form College	Academic Library	<ul style="list-style-type: none"> <li>(1) have experience of working in an educational environment</li> <li>(2) be able to communicate effectively with young people</li> <li>(3) familiar with library management systems and demonstrate knowledge of a good range of information sources, both printed and electronic</li> </ul>
Centre Manager	South Downs College	Academic Library	<ul style="list-style-type: none"> <li>(1) have experience of working in post education or a relevant teaching qualification.</li> <li>(2) Have excellent ILT skills.</li> <li>(3) Have good communication and inter-personal skills.</li> </ul>
Librarian or Information scientists	House of commons library	Parliament Library	<ul style="list-style-type: none"> <li>(1) qualified librarians or information scientists</li> <li>(2) have skill in indexing parliamentary materials for POLIS –the Parliamentary Online Indexing Service-and for the House of Commons Official Report (Hansard)</li> <li>(3) Cataloguing skills for books, pamphlets, official</li> </ul>

			<p>publications, periodicals and others</p> <p>(4) Have experience of indexing or cataloguing for an online system</p> <p>(5) Have good general knowledge and be interested in current affairs.</p>
Stock Control Librarian	Victoria and Albert Museum	National Art Library	<p>(1) have postgraduate qualification in librarianship</p> <p>(2) have experience of working in a library and be able to write clear and concise procedures, policy documents and reports</p> <p>(3) experience of using standard IT packages.</p>
Information Services Co-ordinator	London Voluntary Service Council	Voluntary Service	<p>(1) 2 yrs of website project management</p> <p>(2) excellent communication skills</p> <p>(3) ability to manage staff team and the reference library service.</p>
Library project officer catalogue retrocon + law internet gate way	Institute of advanced legal studies	Legal Consultant	<p>(1) Have ability in IT</p> <p>(2) Good team work</p> <p>(3) Have experience of law and legal materials</p> <p>(4) Experience of networked information and web browsers</p> <p>(5) Experience of online cataloguing to AACR2 and MARC standard</p>
Team Librarian-school Library Service	Norfolk Country Council	School Library	<p>(1) have interest in working in education, children's books and learning resources</p> <p>(2) Good communication skills with teachers and children</p> <p>(3) Knowledge of ICT applications</p> <p>Have ability in improve quality of services tailored to clients' needs</p>
Assistant Librarian	The London Institute	Library and Learning Resources	<p>(1) qualified librarian with experience of a library automated system and have good interpersonal and communication skills</p> <p>(2) have a book and periodical budget skills</p>

Internet Gateway services content co-ordinator	John Rylands Univ. Library of Manchester	Univ. Library	(1) a good organiser and communicator (2) experience in the use of the internet for information provision, the use of bibliographic datasets.
Knowledge Portal coordinator	Southampton Univ. Hospitals	Univ. Library	(1) have directly relevant experience in developing and delivering a knowledge portal within a large institution (2) have an understanding of internet technologies and on-line databases.
Information management officer	Liverpools Health Authority	Community centre	(1) have a skills in obtaining, synthesising, managing and disseminating information in both traditional and more innovative ways. (2) Experience of working in the intelligent management of information, have excellent communication and IT skills
Project librarian	Royal College of Surgeons of England	Academic Library	(1) computer literate of using Microsoft office (2) knowledge of Mesh Subject headings and MARC.
Senior Library Assistant (Bibliographic Services)	Goldsmiths Univ. of London	Information services	(1) have a skill in cataloguing and acquisitions using new Aleph library management system (2) Skills in enquiry and other general library duties (3) Knowledge of AACR2 and MARC cataloguing. (4) Supervisory skills. (5) Experience of working with automated cataloguing and/or acquisition systems.
Community Librarian	City of Nottingham: community Services	Community Centre	(1) skills in promoting library service to the community (2) Experienced in working with the public. (3) Have effective verbal/written skills.

## **B. Masukan dari pengalaman para pengguna lulusan**

1. Jenis Perpus.	Profesi	Pendidikan formal	Keahlian dibutuhkan:
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B.1 Pernas	Kataloger	D3, S1	Kataloging
	dll		Klasifikasi
			Tesaurus, dll
B2. PDII-LIPI	Spesialis informasi	S1 disiplin ilmu terkait +	TOEFL Score approx. 600
			Indexing, dll
B3. Perpus Wil	PR Officer	D3, S1 Marketing/PR/Advertensi	Interpersonal Communication, Web master
B4. Perpus Konsultan Hukum	Legal Documentation Officer	S1 Hukum + sertifikat Perpus.	Thesaurus Hukum, Negotiation, dll
B3 Perpus dst.			
<b>C. Masukan dari pusat informasi Media. Data dari Iklan2 lowongan tenaga perpustakaan dan Informasi:</b>			
C. 1 Kompas	Pemasang Iklan	Lowongan yg ada	Keahlian yang diminta
	British Council	Pustakawan	S1, D3, Bhs. Inggris aktif, dll
C3 Tempo	Pusat Dokumentasi Majalah SWA	Webmaster bidang Pusdokinfo	S1, sertifikat Sisco, dll
C4 Jurnal P.T.	Perpus PT Binus	S2 perpus, s1 Kom.	Ahli berbagai software pusdokinfo,
C The Jakarta Post	The Library Congres	Kataloger	D3, S1, ACCR2, Bhs. Inggris, dll

Fuady Munir